



# CAIT

Center for Advanced Infrastructure & Transportation  
Rutgers, The State University of New Jersey

## QUARTERLY PROGRESS REPORT

Project Title:	Transportation Safety Professional Development Clearinghouse		
RFP NUMBER: N/A	NJDOT/FHWA RESEARCH PROJECT MANAGER(S): Pat Ott		
TASK ORDER NUMBER/Study Number: Task Order No. 144/ 4-29063	PRINCIPAL INVESTIGATOR: Ali Maher/Joe Orth/Claudia Knezek/Carol Greenberg		
Project Starting Date: 8/5/2003 <b>Original Project Ending Date:</b> 12/31/2005 <b>Modified Completion Date:</b>	Period Covered: 1st Quarter 2005		

Task	% of Total	% of Task this quarter	% of Task to date	% of Total Complete
1.0 Literature Search				
1.1 Conduct literature search	20	5	75	15
1.2 Prepare Lit Review for NJDOT & FHWA	5	10	45	2.25
2.0 Business Requirements				
2.1 Gather information from users	20	5	10	2
2.2 Prepare Business Requirements Document	5	10	10	1
3.0 Create Web Based System				
3.1 Construct Web Site	4		0	
3.2 Construct Data Bases	10	10	20	2
3.3 Develop Online Resources and Career Resource Center	5		0	
3.3 Code/Debug/Test	15		0	
4.0 Training	8		0	
5.0 Delivery & Support	8		0	
TOTAL	100			22.25%

**Project Objectives:** The goal of the Transportation Safety Professional Development Clearinghouse is to develop a pilot project that will provide assessment tools and online capabilities to promote and track continuing education activities for transportation safety professionals throughout New Jersey.

**Project Abstract:** Nationwide, the transportation community is facing a potential workforce crisis by the year 2010 because of the anticipated retirement and early retirement of the generation known as the “baby boomers”. This potential loss of experience and expertise, along with advances in technology and an increased emphasis on safety and national security, has prompted Federal and State transportation agencies to focus on employee development as one of their strategic goals.

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The CAIT-LTAP staff will work with managers and staff members of the transportation community to provide strategies for organizing professional development opportunities for transportation personnel. They will research training formats currently available to adult learners and evaluate the major delivery systems, including distance learning and traditional programs available through FHWA and other transportation agencies, to determine acceptability for training purposes. CAIT-LTAP will assist managers in conducting assessments of employees in order to determine the appropriate individual career development plan that is needed to fulfill professional goals. CAIT-LTAP will make recommendations regarding training opportunities that are available to staff members and will create an online data base accessible to each employee, incorporating appropriate security to maintain confidentiality. Assessments and individual development plans will be reviewed to determine a widespread need for a specific workshop, which would then be scheduled at Rutgers University. For limited training needs, the Rutgers staff will refer users to appropriate agencies that sponsor the needed training as well as neighboring colleges offering graduate and undergraduate courses.

This project will provide transportation facilitators, providers, and users with an online resource to archive and track continuing education in New Jersey. Specifically, it will allow NJDOT to track participants that are required to take safety training in New Jersey.

**Progress this quarter by task:**

- 1.1 The literature review has continued, looking specifically for available courses and alternative learning methods
- 1.2 Lit Review updated to reflect current trends and updates on Workforce Crisis
- 2.2 Modification of Business Requirements Document to reflect project simplification
- 3.2 Prepared spreadsheets for courses, workshops, on-line courses, and CD Rom instruction in preparation for loading into the proposed data base

**Proposed activities for next quarter by task:**

- 1.1 Continuation of the literature review
- 2.2. Incorporate results of DOT questionnaire into Business Requirements document
- 3.2 Update course spreadsheets with additional information

**List of deliverables provided in this quarter by task (product date):**

- 1.1 Updated Lit Review (March, 2005)
- 2.2 Updated Business Requirements Document (March, 2005)
- 3.2 Spreadsheets of available training (March, 2005)

**Progress on Implementation and Training Activities:**

Not at implementation

**Problems/Proposed Solutions:**

None identified at this time

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Total Project Budget	\$ 312,345.00
<b>Modified Contract Amount</b>	
Total Project Expenditure to date	\$312,345.00
% of Total Project Budget Expended	100%

\* These are approximate expended amounts for the project; these estimates are for reference only and should not be used for official accounting purposes. For a more accurate project accounting please review the quarterly invoice for this project.

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